

## **Charter Payment Reports**

The two major reports that each school should be aware of for payments are the CHAR55-1 and CHAR64-1 report.

**CHAR55-1 Report** - The CHAR55-1 report displays the student counts, applies weights to those counts and multiplies the weighted student counts by the base level amount (BLA). Over the course of the year the students counts used to determine the total weighted student count will change from estimated counts to 40th day counts and finally 100th day counts. The support level weights may also change as the student counts change (ARS 15-943).

In the example (pg. 2-5), the estimated student counts are weighted to produce the 369.921 total weighted student count (pg. 2 of CHAR55 report). In this scenario there are estimated student counts Add-ons, they are weighted and added to the weighted student counts (ADM) to calculate the total weighted student count. The total number is then multiplied by the BLA to determine the base support level (BSL). An additional assistance amount (as indicated in ARS 15-185) is added and the final equalization base/assistance is determined (the additional assistance is based on an un-weighted student count). The equalization base/assistance is an annual amount. This annual amount is transferred to the CHAR64 report to calculate the monthly apportionment for the Charter School.

**CHAR64-1 Report** - The CHAR64-1 takes the annual equalization base/assistance determined on the CHAR55 and calculates the monthly apportionment. One-twelfth of the annual equalization amount is paid each month. Be aware that the equalization base determined on the CHAR55 will change when the student counts change. This change is evident when looking at the CHAR64 example.

On line #1 of the CHAR64 report, the equalization base/assistance of \$1,348,543.64 is based on the initial estimated count. As data continued to be submitted, the equalization amount changes. The September revised counts affected the total equalization in October and the submission of 40th day data affected the equalization in December. Any changes to 100th day data will also affect the equalization.

Each monthly payment is determined by the current equalization multiplied by the year to date (YTD) payment percentage. This amount determines the YTD apportionment. The monthly payment is equal to the YTD apportionment minus what has already been paid YTD.

**Arizona Department of Education**  
**Basic Calculations For Equalization Assistance**  
**For Charter Schools**  
**FY 2002-2003**

00-00-00 School Name

**Student Counts**

FY 2001-02 Average Daily Membership (PY ADM)

K-8	'9-12	Total
121.190	163.390	284.580

\* FY 2002-03 Estimated Student Count

40th Day Actual

100th Day Actual

Enrollment Cap

**From ADM  
student counts  
(estimates)**

86.000	152.000	238.000
0.000	0.000	0.000
0.000	0.000	0.000

*\*Student count used to calculate equalization assistance*

**Per A.R.S.  
15-943**

**Weighted Student Counts**

	<u>Student Count</u>		<u>Support Level Weight</u>		<u>Weighted Student Count</u>
K-8	86.000	x	1.399	=	120.314
9-12	152.000	x	1.537	=	233.624
<b>SubTotal</b>	238.000				353.938

To p. 2

**Add-Ons**

	<u>*Current Year Unweighted Estimated</u>	<u>Current Year Unweighted 40th Day</u>	<u>Current Year Unweighted 100th Day</u>		<u>Support Level Weight</u>		<u>Current Year Weighted Estimated</u>	<u>Current Year Weighted 40th Day</u>	<u>Current Year Weighted 100th Day</u>		<u>Total Weighted Student Count</u>
K-3	* 33.000	0.000	0.000	x	0.060	=	1.980	0.000	0.000	=	1.980
ELL	* 0.000		0.000	x	0.115	=	0.000		0.000	=	0.000
HI	0.000	0.000	0.000	x	4.771	=	0.000	0.000	0.000	=	0.000
MD-R,A-R,SMR-R	1.000	0.000	0.000	x	6.024	=	6.024	0.000	0.000	=	6.024
MD-SC,A-SC,SMR-SC	0.000	0.000	0.000	x	5.833	=	0.000	0.000	0.000	=	0.000
MDSSI	0.000	0.000	0.000	x	6.531	=	0.000	0.000	0.000	=	0.000
OI R	1.000	0.000	0.000	x	3.158	=	3.158	0.000	0.000	=	3.158
OI SC	0.000	0.000	0.000	x	5.576	=	0.000	0.000	0.000	=	0.000
ED,MIMR,SLD,SLI,OHI	5.000	0.000	0.000	x	0.003	=	0.015	0.000	0.000	=	0.015
EDP	0.000	0.000	0.000	x	4.647	=	0.000	0.000	0.000	=	0.000
MOMR	0.000	0.000	0.000	x	4.421	=	0.000	0.000	0.000	=	0.000
VI	1.000	0.000	0.000	x	4.806	=	4.806	0.000	0.000	=	4.806
<b>Total Weighted Add-On Count</b>											15.983

**Special Education  
Estimated  
Dec. 1st  
Feb. 2nd**

**CHAR uses estimates  
through Feb. 15th**

**Arizona Department of Education**  
**Basic Calculations For Equalization Assistance**  
**For Charter Schools**  
**FY 2002-2003**

00-00-00 School Name

**Base Support Level**

Total Weighted Student Count

Base Level Amount

Base Support Level

Base Support Level Adjustments

Adjusted Base Support Level

**Base Support Level Adjustments**

From p. 1  
353.938  
+ 15.983

Unweighted student  
counts from p. 1

\$0.00

**Additional Assistance**

Student Count

Additional Assistance Per Student

Additional Assistance

Total Additional Assistance

K-8

86.000

\$ 1,253.34

\$ 107,787.24

\$ 329,818.20

9-12

152.000

\$ 1,460.73

\$ 222,030.96

Per A.R.S.  
15-185 B4

**Equalization Assistance**

Adjusted Base Support Level

Total Additional Assistance

**Equalization Base/Assistance**

\$ 1,018,725.44

\$ 329,818.20

\$ 1,348,543.64

To CHAR64-1  
Payment  
Schedule  
Detail

**Arizona Department of Education**  
**Equalization Assistance Payment Schedule Detail**  
**FY 2002-2003**

00-00-00 School Name

**Equalization Assistance**

2002-03 Calculated Equalization Assistance	\$	1,126,060.32
Equalization Adjustments:		<u>0.00</u>
Current Adjusted Equalization Assistance Base	\$	1,126,060.32

**Equalization Assistance Payment Detail**

<u>Ln #</u>	<u>Month</u>	<u>Equalization Assistance Base</u>	<u>YTD Payment %</u>	<u>Equalization Assistance To Be Paid YTD</u>	<u>Calculated Current Month Payment</u>	<u>Adjustment to Payment</u>	<u>Current Month Payment</u>	<u>Actual Equalization Assistance Paid YTD</u>
1	JUL	\$ 1,348,543.64	x 8.33	\$ 112,333.69	\$ 112,333.69		\$ 112,333.69	\$ 112,333.69
2	AUG	\$ 1,348,543.64	x 16.67	\$ 224,802.22	\$ 112,468.53		\$ 112,468.53	\$ 224,802.22
3	SEP	\$ 1,348,543.64	x 25.00	\$ 337,135.91	\$ 112,333.69		\$ 112,333.69	\$ 337,135.91
4	OCT	\$ 1,126,060.32	x 33.33	\$ 375,315.90	\$ 38,179.99		\$ 38,179.99	\$ 375,315.90
						375,315.90		
						<u>-337,135.91</u>		
						38,179.99		
		Payment for July, Aug. & Sept. based on 369.921 total weighted student count (p.2 CHAR55-1)		Payment for Oct. based on 304.574 total weighted student count (p.2 CHAR55-1)				

## Charter School Payment Schedule

	A	B	C		D	E	F	G	H
Student Count *Estimated Actual	Month	Equalization Assistance Base	YTD Payment %		Equalization Assistance to be paid YTD	Calculated Current Month Payment	Adjustment to Payment	Current Month Payment	Equalization Assistance Paid YTD
		(From Budget Worksheets or Char 55-1 report)			B * C	D - H (prior month) (Not less than zero)		E + F	G + H (prior month)
*369.921	July	\$1,348,543.64	8.33%	1/12	\$112,333.69	\$112,333.69		\$112,333.69	\$112,333.69
*369.921	August	\$1,348,543.64	16.67%	2/12	\$224,802.22	\$112,468.53		\$112,468.53	224,802.22
*369.921	September	\$1,348,543.64	25.00%	3/12	\$337,135.91	\$112,333.69		\$112,333.69	337,135.91
40th 304.574	October	\$1,126,060.32	33.33%	4/12	\$375,315.90	\$38,179.99		\$38,179.99	375,315.90
304.574	November	\$1,126,060.32	41.67%	5/12	\$469,229.34	\$93,913.44		\$93,913.44	469,229.34
	December		50.00%	6/12	\$0.00	\$0.00		\$0.00	469,229.34
	January		58.33%	7/12	\$0.00	\$0.00		\$0.00	469,229.34
	February		66.67%	8/12	\$0.00	\$0.00		\$0.00	469,229.34
100th	March		75.00%	9/12	\$0.00	\$0.00		\$0.00	469,229.34
	April		83.33%	10/12	\$0.00	\$0.00		\$0.00	469,229.34
	May		91.67%	11/12	\$0.00	\$0.00		\$0.00	469,229.34
	June		100.00%	12/12	\$0.00	\$0.00		\$0.00	469,229.34
	Total Payments							\$469,229.34	

	A	B	C		D	E	F	G	H
Student Count *Estimated Actual	Month	Equalization Assistance Base	YTD Payment %		Equalization Assistance to be paid YTD	Calculated Current Month Payment	Adjustment to Payment	Current Month Payment	Equalization Assistance Paid YTD
		(From Budget Worksheets or Char 55-1 report)			B * C	D - H (prior month) (Not less than zero)		E + F	G + H (prior month)
40th   100th 	*364.103	July	\$1,330,462.68	8.33%	1/12	\$110,827.54	\$110,827.54	\$110,827.54	\$110,827.54
	*364.103	August	\$1,330,462.68	16.67%	2/12	\$221,788.13	\$110,960.59	\$110,960.59	221,788.13
	*364.103	September	\$1,330,462.68	25.00%	3/12	\$332,615.67	\$110,827.54	\$110,827.54	332,615.67
	232.652	October	\$846,248.10	33.33%	4/12	\$282,054.49	\$0.00	\$0.00	332,615.67
	232.652	November	\$846,248.10	41.67%	5/12	\$352,631.58	\$20,015.91	\$20,015.91	352,631.58
	232.652	December	\$846,248.10	50.00%	6/12	\$423,124.05	\$70,492.47	\$70,492.47	423,124.05
	232.652	January	\$846,248.10	58.33%	7/12	\$493,616.52	\$70,492.47	\$70,492.47	493,616.52
	232.652	February	\$846,248.10	66.67%	8/12	\$564,193.61	\$70,577.09	\$70,577.09	564,193.61
		March		75.00%	9/12	\$0.00	\$0.00	\$0.00	564,193.61
		April		83.33%	10/12	\$0.00	\$0.00	\$0.00	564,193.61
		May		91.67%	11/12	\$0.00	\$0.00	\$0.00	564,193.61
		June		100.00%	12/12	\$0.00	\$0.00	\$0.00	564,193.61
		Total Payments						\$564,193.61	

**Example 1: a Charter School that has over estimated their Average Daily Membership (ADM).  
The October payment was \$0.00 due to the prior month Paid YTD (column H) is greater  
than statute formula October current month (column D).**

		A	B	C		D	E	F	G	H
Student Count	*Estimated Actual	Month	Equalization Assistance Base	YTD Payment %		Equalization Assistance to be paid YTD	Calculated Current Month Payment	Adjustment to Payment	Current Month Payment	Equalization Assistance Paid YTD
			(From Budget Worksheets or Char 55-1 report)			B * C	D - H (prior month) (Not less than zero)		E + F	G + H (prior month)
40th   100th 	*100	July	\$125,334.00	8.33%	1/12	\$10,440.32	\$10,440.32		\$10,440.32	\$10,440.32
	*100	August	\$125,334.00	16.67%	2/12	\$20,893.18	\$10,452.86		\$10,452.86	20,893.18
	*100	September	\$125,334.00	25.00%	3/12	\$31,333.50	\$10,440.32		\$10,440.32	31,333.50
	97.31	October	\$121,962.52	33.33%	4/12	\$40,650.11	\$9,316.61		\$9,316.61	40,650.11
	97.31	November	\$121,962.52	41.67%	5/12	\$50,821.78	\$10,171.67		\$10,171.67	50,821.78
	97.31	December	\$121,962.52	50.00%	6/12	\$60,981.26	\$10,159.48		\$10,159.48	60,981.26
	97.31	January	\$121,962.52	58.33%	7/12	\$71,140.74	\$10,159.48		\$10,159.48	71,140.74
	97.31	February	\$121,962.52	66.67%	8/12	\$81,312.41	\$10,171.67		\$10,171.67	81,312.41
	95.962	March	\$120,273.01	75.00%	9/12	\$90,204.76	\$8,892.35		\$8,892.35	90,204.76
	95.962	April	\$120,273.01	83.33%	10/12	\$100,223.50	\$10,018.74		\$10,018.74	100,223.50
	95.962	May	\$120,273.01	91.67%	11/12	\$110,254.27	\$10,030.77		\$10,030.77	110,254.27
	95.962	June	\$120,273.01	100.00%	12/12	\$120,273.01	\$10,018.74		\$10,018.74	120,273.01
		Total Payments							\$120,273.01	

**Example 2: a Charter School whose estimated student counts more accurately projected their Average Daily Membership (ADM).**

**BUDGET WORK SHEETS  
FOR FISCAL YEAR 2002-03  
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## WORK SHEET A

### FY 2002-03 BASE SUPPORT LEVEL WEIGHTS (A.R.S. §15-943)

SUPPORT LEVEL WEIGHTS TO BE USED FOR:	K-8	9-12
Student Count <b>0.001-99.999</b> (1) Support Level Weight (2)	1.399	1.559
Student Count <b>100.000-499.999</b> (1) Student Count Constant	500.000	500.000
FY 2002-03 Student Count (1)	- 86 -	- 152 -
Difference	= 414.000	= 348.000
Weight Adjustment Factor	X 0.0003	X 0.0004
Support Level Weight Increase	= 0.124	= 0.139
Support Level Weight Constant	+ 1.278	+ 1.398
Support Level Weight (2)	= 1.402	= 1.537
Student Count <b>500.000-599.999</b> (1) Student Count Constant	600.000	600.000
FY 2002-03 Student Count (1)	- 0 -	- 0 -
Difference	= 0.000	= 0.000
Weight Adjustment Factor	X 0.0012	X 0.0013
Support Level Weight Increase	= 0	= 0
Support Level Weight Constant	+ 1.158	+ 1.268
Support Level Weight (2)	= 0	= 0
Student Count <b>600.000 or More</b> (1) Support Level Weight (2)	1.158	1.268

*From Work Sheet B  
Do not delete formula*

#### NOTES:

- (1) Student Count must be estimated student counts based on actual registration of students. Actual registration of kindergarten students should be divided by 2 to get estimated student counts for kindergarten. After the 100th day in session, the ADE FY 2002-03 report "Recalculated State Aid ADM Counts - ADMS 46-1" for the 100th day should be used. Schools that elect to provide 200 days of instruction will adjust their FY 2003-04 budget for discrepancies between the FY 2002-03 100th-day and 200th-day student counts. (Total K-UE and/or Total 9-US report is used for K-8 and/or 9-12)
- (2) Column 1 to Work Sheet B, line I.A.1  
Column 2 to Work Sheet B, line I.A.2

*86<100 formula will  
compute using Support  
Level Weight 1.399 not  
1.402 per statute. See  
Work Sheet B.*

CHARTER SCHOOL Workshop Charter School COUNTY Your County CTDS NUMBER \_\_\_\_\_

## WORK SHEET B

FY 2002-03 WEIGHTED STUDENT COUNT

(A.R.S. §15-943(2), as amended by Laws 2001, 2nd Special Session, Ch. 9, §3)

Same as CHAR55-1  
p.1 per ARS 15-943

- I. A. K-12 Weighted Student Count (1)
1. K-8
  2. 9-12
  3. Total K-12 State Aid Student Count (I.A.1 + I.A.2)

From ADM student  
counts (estimates)

FY 2002-03 Student Count	Support Level Weight (from Work Sheet A)	=	Weighted Student Count
86.000	X 1.399	=	120.314
152.000	X 1.537	=	233.624
238.000			353.938

- B. Student Count Add-Ons (2)

1. Hearing Impairment
2. K-3 (3)
3. ELL (English Learners)
4. MD-R, A-R, and SMR-R (4)
5. MD-SC, A-SC, and SMR-SC (5)
6. Multiple Disabilities Severe Sensory Impairment
7. Orthopedic Impairment (Resource)
8. Orthopedic Impairment (Self-Contained)
9. ED, MIMR, SLD, SLI, and OHI (6)
10. Emotionally Disabled (Private)
11. Moderate Mental Retardation
12. Visual Impairment
13. Total Add-On Count (I.B.1 through I.B.12)

	X 4.771	=	0.000
33.000	X 0.060	=	1.980
	X 0.115	=	0.000
1.000	X 6.024	=	6.024
	X 5.833	=	0.000
	X 6.531	=	0.000
1.000	X 3.158	=	3.158
	X 5.576	=	0.000
5.000	X 0.003	=	0.015
	X 4.647	=	0.000
	X 4.421	=	0.000
1.000	X 4.806	=	4.806
41.000			15.983
			369.921

Same as CHAR55-1  
p.2 per ARS 15-943

### NOTES:

- (1) See Note (1), on Work Sheet A.
- (2) Before the 100th day in session, schools may use estimated student counts based on actual registration of students to determine the Add-On weighted counts or counts may be left blank. After the 100th day in session for all schools, the student counts to determine the Add-On weighted counts should be obtained from the following ADE reports:

#### Add-On Category

K-3  
ELL

Children with Disabilities

#### ADE Report Name

Recalculated State Aid ADM Counts (ADMS 46-1)  
English Learners (ELL) Students Served in Programs  
Under A.R.S. §15-752 (ELL 10-1)  
Student Counts for Use in Budget Preparation (SPED 28)

- (3) Laws 1999, 1st Special Session, Ch. 4, §10 increased the K-3 support level weight. Laws 1999, 1st Special Session, Ch. 1, §30 restricts the use of the additional monies and imposes certain reporting requirements. See instructions for more details.
- (4) MD-R (Multiple Disabilities-Resource), A-R (Autism-Resource), and SMR-R (Severe Mental Retardation-Resource)
- (5) MD-SC (Multiple Disabilities-Self-Contained), A-SC (Autism-Self-Contained), and SMR-SC (Severe Mental Retardation-Self-Contained)
- (6) ED (Emotional Disabilities), MIMR (Mild Mental Retardation), SLD (Specific Learning Disability), SLI (Speech/Language Impairment), and OHI (Other Health Impairments)

CHARTER SCHOOL Workshop Charter School COUNTY Your County CTDS NUMBER 000000000

## WORK SHEET C

FY 2002-03 BASE SUPPORT LEVEL (BSL)  
(A.R.S. §15-943(3) and A.R.S. §15-901(B)(2))

**Do not  
delete formulas**

I.	FY 2002-03 Base Level Amount						\$	<u>2,753.90</u>
II.	Increase for 200 Days of Instruction (1)						+	\$ <u>          </u>
III.	Adjusted FY 2002-03 Base Level Amount						=	\$ <u>2,753.90</u>
IV.	Total Weighted Student Count (from Work Sheet B, line II)						X	<u>369.921</u>
V.	FY 2002-03 BSL						=	\$ <u>1,018,725</u>
VI.	Decrease for Federal and State Monies Received for M&O Purposes (2)						-	\$ <u>          </u>
VII.	FY 2000-01 Non-Federal Audit Service Actual Expense (3)	\$ <u>          </u>	X	1.00	=	+	\$ <u>0</u>	
VIII.	Adjusted FY 2002-03 BSL (to Work Sheet E, line I)						=	\$ <u>1,018,725</u>

**Remember to  
include audit expense.**

### NOTES:

- (1) A.R.S. §15-902.02 allows schools that provide 200 days of instruction to increase the base level amount by 5%. Enter \$137.70 (\$2,753.90 X 5%) on line II. To be eligible for this increase in funding, the school must be approved for 200 days of instruction by ADE and have submitted a 200 days of instruction calendar.
- (2) Enter the amount received from federal or state agencies for basic maintenance and operation of the school (except for Title 8, P.L. 103-382). If the charter school was a district school in FY 2001-02, and the Auditor General and ADE have determined that the charter school is operated for or by the same school district, include the BSL and additional assistance received for FY 2002-03 for pupils who were enrolled in the district school in FY 2001-02. Do not include federal or state grants that are received for a specific purpose. This adjustment may result in a negative BSL. (A.R.S. §15-185)
- (3) A.R.S. §15-914(F) allows schools to increase their BSL if audit costs will be incurred for the budget year. Enter the amount expended for audit services in FY 2000-01 from non-federal monies on line VII and multiply that amount by the statutorily prescribed growth rate to obtain the allowable increase in BSL for the budget year. Enter the FY 2000-01 federal audit service expenses here.

\$

CHARTER SCHOOL Workshop Charter School COUNTY Your County CTDS NUMBER 000000000

## WORK SHEET D

FY 2002-03 ADDITIONAL ASSISTANCE (A.R.S. §15-185(B)(4))

*Do not  
delete formulas*

	K-8		9-12
I. FY 2002-03 Student Count (1)	<u>86.000</u>		<u>152.000</u>
II. Additional Assistance per Student Count	x \$ <u>1,253.34</u>	x \$	<u>1,460.73</u>
III. FY 2002-03 Additional Assistance	= \$ <u>107,787</u>	= \$	<u>222,031</u>
IV. Total FY 2002-03 Additional Assistance [III (K-8) + III (9-12)] (to Work Sheet E, line II)		\$	<u><u>329,818</u></u>

### NOTE:

(1) FY 2002-03 student count from Work Sheet B, col. 1, line 1.A.1 (K-8) and I.A.2 (9-12).

## WORK SHEET E

EQUALIZATION BASE AND ASSISTANCE (A.R.S. §15-185(B)(4))

I. FY 2002-03 Adjusted Base Support Level (from Work Sheet C, line VIII)	\$ <u>1,018,725</u> (1)
II. FY 2002-03 Additional Assistance (from Work Sheet D, line IV)	\$ <u>329,818</u>
III. Total FY 2002-03 Equalization Base/Assistance (I + II)	\$ <u><u>1,348,543</u></u> (2)

### NOTE:

(1) Amount may be negative as a result of the adjustment on Work Sheet C, line VI.

(2) If amount is less than zero, enter zero.

*Equal to p. 2 of  
CHAR55 report.*

## WORK SHEET F

ADJUSTMENT FOR FY 2001-02 200th-DAY ADM (A.R.S. §15-902.02)

(To be completed by schools who offered 200 days of instruction during FY 2001-02, otherwise leave blank)

I. Total Actual FY 2001-02 Equalization Base/Assistance (1)	\$ _____
II. Total Estimated FY 2001-02 Equalization Base/Assistance (2)	\$ _____
III. Adjustment (I - II)	\$ _____
IV. Total FY 2002-03 Equalization Base/Assistance (from Work Sheet E, line III)	\$ _____
V. Adjusted FY 2002-03 Equalization Base/Assistance (III + IV)	\$ <u><u>                    </u></u>

### NOTES:

(1) From FY 2001-02 Budget Work Sheet E, line III based on 200th day student count.

(2) From final CHAR-55 report for FY 2001-02 dated June 2002.